

MANSFIELD TOWNSHIP COMMITTEE MEETING

August 12, 2020

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

This meeting was held in person and on the Zoom platform. The Township Committee and the public were able to remotely hear the meeting audio.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Salute to the flag was done by all.

CEREMONY

Officer Michael Citarelli, Officer Thomas Hill, and Detective Michael Camerata were presented the Meritorious Service Award “for accomplishing an act under adverse conditions with some degree of hazard to life and limb to the officer and injury to a third party is prevented”. The officers had de-escalated a threatening situation of an aggressive male with a knife on March 2, 2020.

Mayor Watters thanked the officers for the work they do.

APPROVAL OF THE MINUTES

Mr. Hayes made a motion to approve the July 22, 2020 Regular Session Minutes, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to approve the July 22, 2020 Executive Session Minutes, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

BILL LIST

Mrs. Mora Dillon made a motion to approve the August 12, 2020 Bill List, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Farino

DISCUSSION

Mount Bethel Church – Michael Margulies answered questions about the cemetery wall and fencing. He sent the Committee a memo on August 5th that outlined three options for applying for the Municipal and Charitable Grants. He suggested holding off applying this year since it was the lowest total received to be distributed to grant recipients applying for the 2021 grant. They were talking about not giving grants to groups who have already received funding for their current projects.

First option Mr. Margulies suggested was to continue with the grant request and see what happens. Second option was to determine how much money you would take as an absolute minimum this grant round.

Third option, to anticipate that you're not getting a grant this round, and ask if the grant can be tabled until next year and hold our application.

Mr. Margulies feels option three is the best, telling them to hold it until next year. Right now, he suggested moving forward with the State and remaining County money for the designing of the septic and interior. If we get the grant money next year, the project can be finished in 2022. The stoops will be bid out. Mr. Margulies' recommendation is for him to write a letter to the Municipal and Charitable Foundation to hold off for the 2021 round and resubmit the application. He will forward the letter to the committee to review for feedback.

Discussion of the fence took place. The Committee agreed to get estimates for fencing now to see how much it will cost. The next County Meeting will be the 1st Monday in September if any of the Committee wanted to attend virtually.

PRESENTATION

Internet Provider Planet Networks – Robert Boyle stated that Planet Networks is an internet provider regulated by the New Jersey Board of Public Utilities for aerial construction of high-speed internet and phone. He asked for the consent of the Municipality to grant permission of the right-of-way to allow access to run fiber optic lines on existing telephone poles. New poles are not covered and would be applied for separately. Committee will discuss and will notify Planet Networks of their decision.

CLERK'S REPORT

Ms. Hrebenak and Mr. Farino sat in on the meeting for the Warren County Transportation Plan. They are in the process of redoing the plan that was completed in 1982 They are looking to improve transportation concerning truck traffic, and they want to know if there are any issues in town or barriers to walking or biking. Ms. Hrebenak and Mr. Farino did mention things they were concerned with, but if anyone has any concerns, please let Ms. Hrebenak know and she'll send it to the County. She will also post it on the website so the residents know that there is a Wikimap were they can mark areas of concern. Nothing will be completed until 2021, but they are starting the process.

Mayor Watters stated there is one issue in town, but may not be in connection with the County, where trucks come in with GPS on the back roads and get stuck or break off the sides of bridges, like Snyder Road with 45 ft. tractor trailers. He suggested we speak with Mr. Kastrud to see if Bright Road would qualify for the Transportation grant.

HVAC Evaluation – Ms. Hrebenak will meet with the contractors for the evaluation. Hopefully there will be more information on the evaluation by the next meeting.

Small Business Grant Program – Two programs have opened up with the NJEDA for their small business grant program for the 13 counties that didn't get CARES ACT or COVID funding. If anyone needs that information, contact Ms. Hrebenak. Also, some of that funding will be applied to small landlords. Mrs. Mora Dillon asked that this information be put on the website and in the newsletter, and to let WRNJ know.

DOT Grant/Bright Road – Mayor Watters looked over the State Department of Transportation Grant Application and mentioned to Mr. Lavery that it might fit the bill for the Bright Road project. Mr. Kastrud would have to make application for it. Ms. Hrebenak will speak to Mr. Kastrud about it tomorrow. That road will need a lot of money to fix so it doesn't wash out.

EMPLOYEES' REPORTS

Cleaning Company – Difficulties where the sub-contractor didn't show up again and Mrs. Fascenelli gave the company all the dates where cleaning did not occur. She asked them to adjust the billing. If the sub-contractor doesn't show on Friday, she will contact the company to let them know the sub-contractor is not working out for us.

Monthly Recycling Event – Since PCFA is not accepting our monthly recycling collection, Mrs. Fascenelli spoke to David Deck, Warren County Recycling Coordinator, who suggested writing a letter to the PCFA Board, with a copy to him and the County Freeholders. Mrs. Fascenelli would like more clarification from PCFA as to why this is not a viable option. Mayor Watters asked the Committee's opinion, after discussion, they asked Mrs. Fascenelli to draft a letter for Committee review.

ENGINEER'S REPORT

No report due to the absence of the engineer.

PUBLIC PORTION

Mayor Watters opened the public portion of the meeting; seeing no comment from the public, public portion was closed.

RESOLUTIONS

RESOLUTION # 2020-117 Endorsement of Redeemed Municipal Tax Sale Certificate

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59; the Mayor and Township Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

Tax Sale Certificate Number	Block / Lot	Original Certificate Amount
18-00099	2607 / 1	\$ 79.52

Mr. Hayes made a motion to approve Resolution 2020-117, which was seconded by Mrs. Mora Dillon

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

**RESOLUTION 2020-118
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

WHEREAS, the Township of Mansfield would like to improve drainage and repair eroded sections of the walking trail loops within the township's Hector A. Cafferata, Jr. Memorial Park; and

WHEREAS, the Township of Mansfield has received an estimate for stone and aggregate from the Township Environmental Commission.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey to authorize the purchase of stone and aggregate in order to improve drainage and repair eroded sections of the walking trail loops within the township's Hector A. Cafferata, Jr. Memorial Park in an amount not to exceed \$ 550.00.

Mrs. Mora Dillon made a motion to approve Resolution 2020-118, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

**RESOLUTION 2020-119
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services; and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for electronic tax sales; and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process; and

WHEREAS, the Township of Mansfield wishes to participate in the program for an electronic tax sale.

BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Tax Collector is hereby authorized to complete an application to participate in the electronic tax sale in an amount not to exceed \$3,200.00 to be held on November 20, 2020.

Mrs. Mora Dillon made a motion to approve Resolution 2020-119, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

**RESOLUTION 2020-120
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

Resolution of the Township of Mansfield, County of Warren and State of New Jersey, authorizing foreclosed tax sale certificates with premiums to become Township revenue.

WHEREAS, NJSA 54:5-32 permits the Tax Collector to sell taxes, assessments or other municipal liens at Tax Sale to the bidder who offers to pay the highest amount of premium; and

WHEREAS, if the property is foreclosed on by an outside lien holder, the premium paid by that lien holder becomes Township revenue.

WHEREAS, the records of the Township of Mansfield Tax Office indicate the following Tax Sale Certificates were foreclosed:

BLOCK	LOT	FORECLOSURE DATE	CERT. #	LIEN HOLDER	PREMIUM
601.03	53.01	09/24/2019	15-0003	US Bank BV002	\$ 21,100.00

1701	4	09/24/2019	16-00050	US Bank BV002	\$ 16,600.00
1803	2	02/22/2018	2014-013	US Bank BV001	\$ 12,900.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Chief Financial Officer is authorized to transfer the total premium in the amount of \$50,600.00 as unanticipated revenue.

Mrs. Mora Dillon made a motion to approve Resolution 2020-120, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Tax Properties – Mayor Watters stated Mrs. Mollineaux sent him an email for review. In Mrs. Mollineaux’s absence, Mrs. Fascenelli explained the small foreclosure list is for the 2020 In Rem that we have the attorney work on and a resolution can be ready for the next meeting. The larger list is the township-owned properties with the exception of the latest 2018 In Rem properties. Mayor Watters asked the Committee if they wish to sell the ones in place now or wait until we get the approvals from the County, add that to the list, and sell them all. Mayor Watters asked how long it would take, Mrs. Fascenelli stated the County had them, it’s just a matter of us checking when the deeds are recorded. Mayor Watters suggested they wait and sell them all at one time. Mrs. Fascenelli stated not all the properties would be able to be sold if they are small 25’ x 25’ lot. Mayor Watters stated if it doesn’t have a contiguous owner, tell the County to take them off the tax rolls, but Mrs. Fascenelli stated they are already in the Township name and that’s how they would remain. Mayor announced that at the next meeting there will be a resolution for the new ones to be researched and closed on and as soon as the County comes back with the ones that we’ve just had done, be placed on this list and we’ll sell them all with Maxx Spann online. Ms. Hrebenak stated that it may be a good idea to hold onto some of the properties to use for the Township’s COAH obligation. Mayor Watters stated that they would need to be within the public water and sewer area.

ORDINANCES

First Reading

ORDINANCE 2020-12

AN ORDINANCE TO AMEND CHAPTER 182 SECTION 9 A OF THE CODE OF THE TOWNSHIP OF MANSFIELD SPORTS ACTIVITY REGISTRATION FEES

BE IT ORDAINED by the Mayor and Township Committee of the Township of Mansfield, County of Warren and State of New Jersey:

1. Chapter 182-9 of the Code of the Township of Mansfield is hereby amended to include a new section-Sport Activity Registration Fees.

- Section I. If three children in the same family are registered for the same sport the third shall be free
- Section J. Refunds of Registration Fee will be charged a \$5.00 processing fee

This ordinance shall take effect immediately after passage.

Any ordinance that is inconsistent with the foregoing shall be deemed repealed by this ordinance.

The above ordinance was introduced for First Reading by the Mayor and Township Committee of the Township of Mansfield, Warren County at a regular meeting held on August 12, 2020 and a Final Adoption at Public Hearing to be held September 9, 2020, at 7:30 pm at the Municipal Building in and for said Township, at which time the public may comment.

Mrs. Mora Dillon made a motion to approve the first reading of Ordinance 2020-12 with a final adoption at public hearing to be held September 9, 2020, at 7:30 pm, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Second Reading

ORDINANCE NUMBER 2020-11

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY APPROPRIATING \$156,000.00 FOR THE ROAD RECONSTRUCTION OF AIRPORT ROAD

WHEREAS, there is a need for Road Reconstruction of Airport Road;

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, as follows:

1. The amount of \$156,000.00 is hereby appropriated from the New Jersey Department of Transportation Municipal Aid Grant.
2. There is no debt incurred by this Ordinance.
3. This ordinance shall take effect immediately after final passage, approval, publication as provided by law.

The above ordinance was introduced for First Reading by the Mayor and Township Committee of the Township of Mansfield at a meeting held on July 8, 2020 and Final Adoption at a Public Hearing to be held on August 12, 2020, at 7:30 pm at the Municipal Building in and for said Township, at which time the public may comment.

Mr. Hayes made a motion to approve Ordinance 2020-11 and requested that the results be advertised, which was seconded by Mrs. Mora Dillon.

Mayor Watters opened the public portion of the meeting; seeing no comment from the public, public portion was closed.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

COMMITTEE COMMENTS

HVAC System – Mayor Watters stated we have a contractor that wants to look more at the system, so we are going to wait for the other companies to look at it and then move forward.

Gramco (microphones) – Mayor Watters stated \$4329 for 7 new microphones in the meeting room is one option; the other option is \$7,000 with a different mixer. Ms. Hrebenak stated our mixer can't expand, so we would need a new mixer to add more mics. The microphones would be needed to have a regular meeting for the Land Use Board. Mr. Farino stated the Land Use Board meetings run smooth, very few people come to the meetings, and members have had no issues yet; he feels it's not necessary now. Both he and Mayor Watters stated they can look into it in the future. Discussion tabled.

Tri-County Grant – Mr. Hayes received a call from Mr. Hague, President of Tri-County Fire, that they received a \$139,000 grant for AirPacks. They are asking for help to offset their initial fee for the grant writer for 10% matching of the grant. Mr. Hayes stated we have \$50,000 set aside in the trust fund for gear and we can take money out of that. This will be discussed in Executive Session.

Mr. Farino stated John Snyder has someone coming in next week to give a quote on the tennis court resurfacing.

Job Application – Mr. Farino asked about pesticide requirement and retirement for the part time position. Ms. Hrebenak stated once you go over a certain threshold, they have to contribute to DCRP. Mr. Farino asked if the employee would get the money back from the pension system when they left Mrs. Fascenelli explained that the Township participates in three different pension systems – police and fire, public employees, and DCRP. DCRP is based on hours in conjunction with the salary. The State is pushing that every employee of a municipality contributes to one of the pension programs and it's a percentage. It's hours and salary combined, it's sometimes by hourly rate, and sometimes it's by salary and how many hours you work. Mrs. Mollineaux would be more equipped to answer that type of question, but we do have to participate in DCRP.

EXECUTIVE SESSION

Mayor Watters announced moving into Executive Session at 7:48 pm.

Mr. Lavery stated the Executive Session discussion will include:

- Personnel matter dealing with an employee
- Contractual matter dealing with a fire company

Mrs. Mora Dillon made a motion to go into Executive Session, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

RETURN FROM EXECUTIVE SESSION

Return from Executive Session at 9:00 pm.

Mr. Hayes made a motion to return to Regular Session, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery announced the return from Executive Session at 9:00 pm where they discussed:

- Personnel matter dealing with a Township employee
- Contractual matter with potential contribution to the purchase of air packs

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Mr. Lavery requested a motion to authorize a Rice Notice to be issued to the employee or employees discussed in Executive Session.

Mrs. Mora Dillon made a motion to authorize a Rice Notice to be sent the employee or employees discussed in Executive Session, which was seconded by Mr. Farino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to adjourn at 9:02 pm, which was carried by all.